

**District Department of the Environment
Natural Resources Administration**



**NOTICE OF FUNDING AVAILABILITY
AND
REQUEST FOR APPLICATIONS
TO
PROTECT DISTRICT WATERS:
EDUCATION, DEMONSTRATION, MONITORING AND GUIDANCE IN THE
PREVENTION OF NONPOINT SOURCE POLLUTION**

Posted March 23, 2012

Pre-Application Question and Answer Meeting April 10, 2012

Proposals due by 4:30 pm April 23, 2012

**Government of the District of Columbia
District Department of the Environment
1200 First Street, NE 5th Floor
Washington, DC 20002
(202) 535-2244**



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I. FUNDING OPPORTUNITY

The District Department of the Environment (DDOE), Natural Resources Administration has available federal and District funds to prevent and control the introduction of nonpoint source pollution to the District's waters, treat stormwater runoff, and protect fisheries and wildlife resources. The funding sources are from U.S. Environmental Protection Agency (USEPA) Nonpoint Source Management Grant (CFDA 66.460)(Award Number C9-003496), the USEPA Chesapeake Bay Implementation Grant (CFDA 66.466)(Award Number CB-973977-01), the District's Stormwater Enterprise Fund, and the District's Anacostia River Clean Up and Protection Fund. Applications that directly prevent or control nonpoint sources of pollution, treat stormwater, or protect fisheries and wildlife resources in the District of Columbia are encouraged.

This *Request for Applications (RFA)* explains how to apply for these funds and describes the projects for which funds are available. The project descriptions will provide further background and details that will be useful to the applicant.

II. AWARD INFORMATION

The total amount of funds available for awards is approximately nine hundred eighty six thousand dollars (\$986,000). DDOE has made no determination of a set number of grants per project, which may be one or more. Grant award(s) will be made based on the scope of the project, the proposal and DDOE's informed determination of the organization's capacity to achieve the project goals. Grants will be for one to four years, as indicated in each project description.

Grantees may have an option to apply to renew the grant. Review the section "Project Period" within each individual project description to determine if this option is available for the specific project. **Applicants must indicate in the original proposal if they intend to apply for renewal.** Renewal will not be competitive, but will depend on project success, availability of funding, and applicable federal agency approval. Specific information on the amount of funding available for each project can be found in Section X.

III. ELIGIBILITY

Nonprofit organizations with IRS 501(c) 3 or 501(c) 4 determinations, and educational institutions are eligible to apply. A non-federal monetary or in-kind match may be required. The applicant should refer to the project description for more details. A copy of the applicant's IRS Form 990 must be included in the application.

IV. APPLICATION AND SUBMISSION INFORMATION

All applications must be received at the address below by 4:30pm on Monday, April 23, 2012. Applications will be dated and recorded upon receipt. Applications must be directed to:

District of Columbia Department of the Environment
Watershed Protection Division
1200 First Street, NE
5th Floor
Washington, DC 20002
Attn: Sheila A. Besse

Applications shall include:

1. Minimum Requirements
 - a. Projects must relate to preventing or controlling nonpoint source pollution; treating stormwater, or protecting fisheries and wildlife resources in the District of Columbia;
 - b. Projects must take place in the District of Columbia;
 - c. Applications must follow this RFA; and
 - d. Those applications with a water quality monitoring component must prepare a *Quality Assurance Project Plan* to DDOE for approval. The Plan must be in accordance with current EPA guidelines. Complete text of “EPA Requirements for Quality Management Plans (QA/R-2)” can be found at <http://epa.gov/quality/qs-docs/r2-final.pdf>. EPA’s website provides FAQs and checklists, and subsequently issues guidance for applying these guidelines at <http://www.epa.gov/quality/qmps.html>. DDOE approval is required prior to the start of monitoring.
2. Proposal Formatting and Submission
 - a. Use plain, white, 8 ½” x 11” recycled paper with a one-inch margin on all sides;
 - b. Applications should be double-sided if possible;
 - c. Staple the application in the top left-hand corner. No plastic covers or other forms of binding are allowed;
 - d. Submit five paper copies and one electronic copy (via email) of the proposal; and
 - e. Do not submit proposals via fax.

3. Required Application Content

a. Cover Sheet

Provide a one-page cover sheet that lists:

- 1) Organization submitting proposal;
- 2) Organization address with zip-plus-four code;
- 3) Organization Congressional district;
- 4) Project for which organization is applying;
- 5) Applicant's title for the proposed project;
- 6) Local watershed that will benefit from project;
- 7) Target audience;
- 8) One-paragraph project summary;
- 9) Funding amount requested;
- 10) Matching/In-kind amount;
- 11) Whether funds for this project have been requested from any other source, and if so, how much and from what source;
- 12) Grant length;
- 13) Federal Tax Identification Number (EIN);
- 14) DUNS number (obtain at <http://fedgov.dnb.com/webform>). DDOE may not make an award to a sub recipient who does not have a DUNS number (Federal Register Vol. 75, No. 177, page 55671 and codified in 2 CFR Subtitle A, Chapter 1, and Part 25, Office of Management and Budget);
- 15) Contact person for project and contact's telephone, fax, and email; and
- 16) Signature of authorized representative, plus date of signature.

b. Summary of Project

Provide a brief summary of the project.

c. Organization Background

Describe the organization's history, mission, and current projects that demonstrate your organization's capacity to achieve the project's goals. Please keep this section to one page or less in length.

d. Purpose

How does this project relate to the organization's mission? Explain how your work will help the District of Columbia control or prevent nonpoint source pollution to its waters, treat stormwater, or protect fisheries and wildlife. What issue or problem will be addressed? What population will benefit from this project? Which watershed or watersheds will benefit from this project?

e. Project Outcomes, Outputs, and Activities

The Office of Management and Budget requires that organizations receiving federal grant funds document outcomes, outputs, and activities. Describe the activities that will be undertaken to achieve outputs and project outcomes.

A **project outcome** is a medium- to long-term result that occurs and/or continues after the project ends. For example, an outcome could be improved health and size of a riparian buffer or increased public awareness of the effects of human activities on the health of the Chesapeake Bay.

Outputs are short-term results achieved at the end of the project period such as: providing watershed education to 100 students; installation of x square feet of green roof and one informational sign; or acres of land where invasive plants have been removed. **Outputs should be quantified.**

Activities are undertaken to achieve the outputs and outcomes. For example, if the project involves teachers, explain: how teachers will be recruited; what role they will play in the project; and if any experience or research supports this method.

After reading this section, reviewers should have a good idea of what the proposed project will achieve.

f. Method

How will the project be accomplished? Specify how you and/or your partners will achieve stated outputs and outcomes.

g. Partners

Partnerships can improve the success of a project. If partners are involved in your project, describe the involvement and resource commitments from other agencies, organizations, or individual partners. Provide a letter on the organization's letterhead from an authorized agent. Letters of support should be included in the section for application attachments.

h. Target Audience

If the project is educational in nature or contains an educational component, the applicant must: identify the target audience; address how the project will engage the target audience; and describe how the local watershed will benefit from educating the target audience.

i. Evaluation Plan

Explain how project success will be measured. Provide quantifiable measurements, e.g., pounds of trash removed, amount of stormwater captured, and/or milestones that the project will achieve while reaching outputs/outcomes.

j. Key Personnel

Provide brief biographies of staff and volunteers essential to the success of this project. Please keep biographies to a half page or less. Only include biographies for staff and volunteers who will be involved with this project.

k. Past Performance

List all District of Columbia Government agencies the organization has received funding from in the past five years. Include the grant title, amount awarded, and what was accomplished as a result of this grant funding.

l. Budget

Provide both a budget narrative and a budget table, similar to Figure 1, below. The narrative includes an explanation for each of the budget line items. Information should be thorough enough to allow an understanding of how requested budget amounts were derived.

A sample budget table with line item categories is shown in Figure 1. Please use the format provided. Under the column titled "Non-Federal Match" include both cash costs and donated or in-kind contributions (time, services, materials, etc.) expected so that the total cost of the project is reflected. Verify that all costs in the budget are allowable (see "Allowable Costs" and "Non-Allowable Costs", listed below). Documentation must be submitted for reimbursement of expenditures.

Allowable Costs include:

- 1) Administrative costs - accounting, bookkeeping, printing, reproduction, postage, shipping, rental of office space, insurance, and telephone costs;
- 2) Personnel costs - salaries and wages, employee benefits, and professional services;
- 3) Materials and supplies - office supplies, small tools, plants, trees, field equipment, educational materials, simple monitoring equipment, and signs; and
- 4) Travel and lodging if directly associated with the implementation of the project.

Non-Allowable Costs include:

- 1) Major equipment purchases, such as vehicles;
- 2) Costs, salaries and overheads associated with lobbying;
- 3) Entertainment;
- 4) Interest payments;
- 5) Food (except that associated with approved travel); and
- 6) Land purchases.

Figure 1: Sample Budget Table

	Column 1	Column 2	Column 3
	APPLICATION REQUEST	NON-FEDERAL MATCH	PROJECT TOTAL
PERSONNEL			
Volunteer Participation			
Organization Employees			
Employee Benefits			
Contract Project Staff			
Total Personnel Costs			
OPERATING			
Postage			
Copy/Printing			
Materials/Supplies			
Rental			
Mileage (Rate @ 55.5¢/mile)			
Travel - Fares			
Travel - Lodging/meals			
Total Operating Costs			
GRAND TOTAL			
Budget Notes:			

Note: Not all projects will have costs in all categories and some projects may have additional categories. Add and subtract line items as necessary.

m. Organization Executives

Provide a current list of the organization's board of trustees or directors.

n. Executive Compensation/Federal Funding and Transparency Act

If the applicant receives more than 80% of annual gross revenues from the Federal government and those revenues are greater than \$25 million annually, the applicant must provide the compensation and names of the top five executives in the organization. This information is required by the Federal Funding and Transparency Act. (Federal Register Vol. 75, No. 177, page 55663, and codified in 2 CFR Part 170, Office of Management and Budget);

o. Required Attachments

Attach to your proposal the following:

- 1) **Tax Exemption Letter:** Internal Revenue determination letter of non-profit status;
- 2) **Applicant's most recent IRS Form 990;**
- 3) **DUNS #, and Executive Compensation,** if applicable;
- 4) **Current fiscal year budget:** Submit your organization's full budget (projected income and expenses) for your organization's current fiscal year, comparing budgeted versus actual income and expenses to date;
- 5) **Balance Sheet:** The balance sheet can be obtained directly from the organization's financial system. This document is a snapshot of the organization's position at a point in time. The balance sheet includes assets, liabilities and net assets/equity. This financial statement will help the granting agency determine your organization's financial capabilities;
- 6) **Financial Statement:** Provide the most recent audited financial statement, if available.
- 7) **Separation of Duties Policy:** This statement should indicate how the organization separates financial transactions/duties between people within the organization for the purposes of preventing fraud and or waste. This policy should reflect the process of how financial transactions are handled and recorded. If applicant does not have an approved policy, simply provide a short description of the organization's handling of finances, including names and titles of personnel involved in the process;
- 8) **"Certifications" signature form:** This form is included as an attachment to this RFA. The grantee will have the chief executive of the organization sign the certifications document, and return with the application;

9) Letters of support:

District of Columbia Public Schools

- If you are working with the District of Columbia Public Schools (DCPS), then you must include a letter of support from the principal of each school with which you are working, and, if available, from participating teachers. Teachers and principals may send a joint letter. If you will be doing any construction on school property, you must submit a letter of support from the DCPS Chancellor's office. Applicants for RiverSmart Schools funding do not need letters from the Chancellor's office. They do, however, need letters from principals;

Property Owner

- If you will be working on public land, a letter of support from the managing agency is required. Similarly, if you will be working on private land, a letter of support from the property owner is required. If your project includes construction, letters must acknowledge that property owner will be responsible (either directly or through an agreement with another organization) for project maintenance; and

Partnering Organization

- If you have identified any other project partners, you must include a letter of intent from the collaborating organization(s), agreeing to participate in the proposed project throughout the implementation of the project. The collaborating organization should include information about the activities and/or services to be provided. A letter should be signed by an authorized representative of that organization.

NOTE: APPLICATIONS THAT ARE MISSING ANY OF THE ABOVE MENTIONED INFORMATION WILL NOT BE CONSIDERED BY DDOE.

4. RFA Conditions

- a. Funding for an award is contingent on continued funding from DDOE's grantor(s). This RFA does not commit DDOE to make an award.
- b. DDOE reserves the right to accept or deny any or all applications if DDOE determines it to be in the best interest of the District to do so. DDOE will notify the applicant if it rejects that applicant's proposal. The Agency may suspend or terminate an outstanding RFA pursuant to its own grant-making rule(s) or any applicable federal regulation or requirement.
- c. DDOE reserves the right to issue addenda and/or amendments subsequent to the issuance of this RFA, or to rescind the RFA.

- d. DDOE shall not be liable for any costs incurred in the preparation of applications in response to this RFA. All costs incurred in developing the application are the applicant's sole responsibility.
- e. DDOE may conduct pre-award on-site visits to verify information submitted in the application, and to determine if the applicant's facilities are appropriate for the services intended.
- f. DDOE may enter into negotiations with an applicant and adopt a firm funding amount or other revision of the applicant's proposal that may result from negotiations.
- g. DDOE has grant-making authority under the Water Pollution Control Act of 1984, eff. Mar. 16, 1985 (D.C. Law 5-188), D.C. Official Code §§ 8-101.01 et seq. (2012), as amended, including § 8-103.12 (Make water-related research grants to universities and institutions), the DDOE Establishment Act of 2005, §§ 101 et seq., eff. Feb. 15, 2006 (D.C. Law 16-51), as amended, §§ 8-151.01-.15 (2012), including § 8-151.07(10)(Make awards and grants to improve the environment), and other applicable laws and regulations.
- h. Grants made using funding from a Federal agency may be subject to OMB Circulars A-102, A-133, 2 CFR 180, 2 CFR 225, 2 CFR 220, and 2 CFR 215.
- i. All grants will be awarded on a reimbursable basis. DDOE can consider requests to advance startup costs based on the organization's need.
- j. If there are any conflicts between the terms and conditions of the DC Register notice, the RFA and any applicable Federal or local law or regulation, or any ambiguity related thereto, then the provisions of the applicable law or regulation shall control and it shall be the responsibility of the applicant to ensure compliance.

V. PRE-APPLICATION QUESTION & ANSWER MEETING

A grant application information session will be held on April 10, 2012, at 2:00 PM in DDOE conference room 719 at 1200 First Street, NE, Washington DC, 20002. To add your organization to the invitation list, please register your contact information with Suzy Wald at suzanne.wald@dc.gov, with subject line 'Pre-Application Q & A'.

VI. APPLICATION REVIEW INFORMATION

1. Review Panel

A DDOE review panel will review, score and rank each applicant's proposal. When the review panel has completed its review, the panel will make recommendations for awards based on the scoring criteria. The review panel will be populated by a minimum of three technical people, with at least two DDOE staff and one person from outside of DDOE.

2. Scoring Criteria

The review panel will evaluate applications using the criteria listed with each project description. From the ratings, the top project(s) will be recommended for funding based on how much grant funding is available. Each organization's performance on past DDOE grants will also be taken into consideration when choosing proposals for funding. *A proposal that does not meet the minimum requirements or contain the required documentation stated in this notice will not be considered.*

District Applicant Preference

Any applicant with a primary address in the District at the time of the application will be awarded a residency preference of 10 (ten) points. If the applicant does not have a primary address in the District, but the application includes District-based businesses or non-profit partners, five (5) points will be awarded. The residency preference will be afforded as follows:

- a. The preference points will be added to any points awarded to the applicant on the 100-point scale used to rank qualified applications to each project.
- b. Preference candidates will be selected ahead of equally scoring, non-preference candidates.

3. Matching Funds

An in-kind or non-federal cash match is encouraged and will add additional value to proposals for funding, even if it is not required. Review "Criteria for Proposal Evaluation", at the end of each individual project description, to determine if matching funds are required and allotted points as scoring criteria.

In-kind matches can be met with volunteer hours, supplies, and services.

Volunteer hours provided to a grantee or subgrantee by individuals will be valued at rates consistent with those ordinarily paid for similar work in the grantee's or sub grantee's organization. If the grantee or subgrantee does not have employees performing similar work, the rates will be consistent with those ordinarily paid by other employers for similar work in the same labor market. In either case, a reasonable amount for fringe benefits may be included in the valuation.

4. Award Announcements

Award announcement will be communicated within eight (8) weeks after the application due date. DDOE will notify the applicant in writing if the applicant's proposal is rejected.

5. RFA Provisions

The U.S. Environmental Protection Agency and/or DDOE may require changes in the proposal before the award of funds. In this circumstance, DDOE will enter into negotiations with the applicant to establish funding amount and proposal revisions.

VII. AWARD ADMINISTRATION

1. Award Date for Funded Projects

Awards cannot be made before the date federal and other major funding is received by DDOE.

2. Reporting

- a. All funded projects shall submit quarterly status reports on April 15, July 15, October 15 and January 15, beginning in the first reporting period after project start date. If the reporting due date falls on a weekend or federal holiday, the report shall be due the next business day after the 15th. The report will detail actions taken in the quarter preceding the report date, highlight outputs achieved, and report unforeseen changes to project timetable, staff or partnerships, as well as any other changes that may affect project outcomes.
- b. Funded projects will require a final report quantifying all outputs and describing the extent to which project outcomes met or will meet the need established by the funded proposal. Include recommendations for improvements to ensure that subsequent projects designed to meet the same need have an increased impact.

3. Reimbursement

- a. Grantees will not be reimbursed for any work that is undertaken before a grant agreement is fully signed with DDOE.
- b. All grants will be reimbursable for expenditures related to work performed, although start-up funds may be issued at the beginning of the grant period.
- c. The grantee's invoice/reimbursement requests for grantee expenditures made for funded projects during DDOE's fiscal year, October 1 – September 30, can be submitted at any time during that fiscal year. Supporting documentation for all expenditures must be submitted with each invoice.
- d. Reimbursement payment will be mailed to the address on file for the grantee organization. Invoices are generally paid six (6) weeks after DDOE receives them.
- e. DDOE will withhold the final twenty percent (20%) invoiced under this grant until all activities have been completed, including receipt of the final report

VIII. FURTHER INFORMATION

Should you have questions concerning the preparation of your application, contact:

Sheila Besse
District Department of the Environment
Watershed Protection Division
1200 First Street NE, 5th Floor
Washington, DC 20002
Ph.: (202) 535-2244
FAX: (202) 535-1364
Email: sheila.besse@dc.gov

Or

Suzy Wald
District Department of the Environment
Watershed Protection Division
1200 First Street NE, 5th Floor
Washington, DC 20002
Ph.: (202) 299-3345
FAX: (202) 535-1364
Email: suzanne.wald@dc.gov

IX. PROGRAMMATIC, ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS FOR GRANTEEES

1. Indemnification

The grantee agrees to indemnify and hold harmless the District of Columbia and all of its employees, officers, agents and servants against any and all claims of liability or lawsuits arising from or based on, or as a consequence of or result of, any act, omission or default of the grantee, its employees or its subcontractors, in the performance of the grant.

2. Tax Liability

The grantee is solely responsible for taxes owed, if any, on the payments made payable to it under any award by any taxing authority, whether federal, state or local. The grantee agrees to defend, indemnify and hold harmless the District with respect to any liability to any taxing authority, whether federal, state or local, arising from payments contemplated by this award. The grantee shall ensure that each of its Sub contractors and Sub grantees agree to and/or understand that they are also subject to the requirements set forth in this paragraph.

3. Insurance

The grantee shall be required to submit a Certificate of Insurance giving evidence of the required coverage, either before or after the award, but before work commences. All insurance shall be written with financially responsible companies authorized to do business in the District of Columbia, and have either an A.M. Best Company rating of A-VIII or higher, a Standard & Poor's rating of AA or higher, or a Moody's rating of Aa2 or higher.

The grantee shall require all subcontractors to carry the insurance required herein, or the grantee may, at its option, provide the coverage for any or all subcontractors, and if so, the evidence of insurance submitted shall so stipulate.

All policies (excluding Workers' Compensation and Professional Liability, if applicable) shall name the District as an **additional insured** with respect to work or services performed under the Grant or Sub-Grant. All policies shall provide that the insurance coverage provided hereunder will be primary and noncontributory with any other applicable insurance. All policies shall contain a waiver of subrogation in favor of the District of Columbia.

Under no circumstance shall work be performed until the required Certificates of Insurance signed by an authorized representative of the insurer(s) have been furnished. The Grant Administrator must be given notice via certified mail in the event coverage is substantially changed, canceled or not renewed.

4. Child and Youth, Safety and Health Omnibus Congressional Review Emergency Act of 2005 (CYSHA) Compliance

In accordance with the Child and Youth, Safety and Health Omnibus Amendment Act of 2004 (Act), effective April 13, 2005 (D.C. Law 15-353; D.C. Official Code § 4-1501.01 et seq.), any person who may potentially work directly with any child, a person younger than age thirteen (13), or any youth, a person between the ages of thirteen (13) and seventeen (17), inclusive, under the auspices of this agreement, shall complete a background check with the District of Columbia's Department of Human Resources.

5. Applicable District and Federal Statutes and Regulations Acknowledgement

The Applicant shall comply with all applicable District and Federal Statutes and regulations as may be amended from time to time, including but not necessarily limited to:

- a. The Americans with Disabilities Act of 1990, Pub. L. 101-336, July 26, 1990, 104 Stat. 327 (42 U.S.C. 12101 et seq.);
- b. Rehabilitation Act of 1973, Pub. L. 93-112, Sept. 26, 1973, 87 Stat. 355 (29 U.S.C. 701 et seq.)

- c. The Hatch Act, Chap. 314, 24 Stat. 440 (7 U.S.C. 361a et seq.);
- d. The Fair Labor Standards Act, Chap. 676, 52 Stat. 1060 (29 U.S.C.201 et seq.);
- e. The Clean Air Act (Subgrants over \$100,000) Pub. L. 108–201, February 24, 2004, 42 USC cha. 85et.seq.);
- f. The Occupational Safety and Health Act of 1970, Pub. L. 91-596, Dec. 29, 1970, 84 Stat. 1590 (26 U.S.C. 651 et.seq.);
- g. The Hobbs Act (Anti-Corruption), Chap 537, 60 Stat. 420 (see 18 U.S.C. § 1951);
- h. Equal Pay Act of 1963, Pub. L. 88-38, June 10, 1963, 77 Stat.56 (29 U.S.C. 201);
- i. Age Discrimination Act of 1975, Pub. L. 94-135, Nov. 28, 1975, 89 Stat. 728 (42 U.S.C. 6101 et. seq.);
- j. Age Discrimination in Employment Act, Pub. L. 90-202, Dec. 15, 1967, 81 Stat. 602 (29 U.S.C. 621 et. seq.);
- k. Military Selective Service Act of 1973;
- l. Title IX of the Education Amendments of 1972, Pub. L. 92-318, June 23, 1972, 86 Stat. 235, (20 U.S.C. 1001);
- m. Immigration Reform and Control Act of 1986, Pub. L. 99-603, Nov 6, 1986, 100 Stat. 3359, (8 U.S.C. 1101);
- n. Executive Order 12459 (Debarment, Suspension and Exclusion) ;
- o. Medical Leave Act of 1993, Pub. L. 103-3, Feb. 5, 1993, 107 Stat. 6 (5 U.S.C. 6381 et seq.);
- p. Drug Free Workplace Act of 1988, Pub. L. 100-690, 102 Stat. 4304 (41 U.S.C. 701 et seq.);
- q. Assurance of Nondiscrimination and Equal Opportunity found in 29 CFR 34.20;
- r. District of Columbia Human Rights Act of 1977, D.C. Official Code § 2-1401.01;
- s. Title VI of the Civil Rights Act of 1964;
- t. District of Columbia Language Access Act of 2004, DC Law 15 – 414, D.C. Official Code § 2-1931 et seq.);

- u. Lobbying Disclosure Act of 1995, Pub. L. 104-65, Dec 19, 1995, 109 Stat. 693, (31 U.S.C. 1352); and
- v. Child and Youth, Safety and Health Omnibus Amendment Act of 2004, effective April 13, 2005 (D.C. Law 15-353; D.C. Official Code § 4-1501.01 et seq.),

X. PROJECT LIST

<u>Projects for 2012 RFA</u>	<u>Approximate Available Funds</u>
District of Columbia Well Construction, Operation, and Maintenance Guidance Document	\$ 40,000
Manual for Discharge of Treated Contaminated Groundwater into DC Municipal Separate Stormwater Sewer System (MS4), Streams, or Waters	\$ 46,000
Assessing how the 5-Cent Bag Law has Affected Disposable Bag Use in the District of Columbia	\$ 60,000
Demonstration of Trash Reduction Technologies in the Anacostia River Watershed	\$ 50,000
Assessment of Green Business and Green Jobs Related to the District's Stormwater Retention Practices	\$ 50,000
Environmental Ambassadors	\$ 40,000
Meaningful Watershed Education Experiences in the Watts Branch Watershed in the District of Columbia	\$ 70,000
District-wide Innovative Low Impact Development (LID) Green Infrastructure (GI) Technologies Feasibility & Demonstration Program	\$500,000
Pope Branch Restoration Monitoring	\$130,000

XI. PROJECT DESCRIPTION

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Project 1: District of Columbia Well Construction, Operation, and Maintenance Guidance Document

Introduction:

The District Department of the Environment (DDOE), Water Quality Division (WQD) regulates groundwater quality and reviews permit applications for a large number of wells each year through the Department of Consumer and Regulatory Affairs. WQD is in the process of developing well regulations. A draft is expected to be released shortly. To complement the regulations, DDOE intends to provide a supporting guidance document with detailed procedures and specifications that would assist with achieving regulatory compliance.

Approximate Available Funds:

Forty thousand dollars (\$40,000) for the initial award, depending on the availability of funds. The grant may be renewed at an approximate amount up to or greater than the original award amount, based on the availability of funds, the grantee's performance, the grantee's capacity to maintain or increase the scope of work, and the District's need for the scope of work to be maintained or increased.

Project Period:

One (1) year and renewable for an additional year, for a total of two (2) years, based on the availability of funds, grantee's performance, and the District's need.

Project Description:

DDOE is seeking proposals to provide a supporting guidance document with detailed procedures and specifications that would assist users with achieving regulatory compliance. The document should focus on well types, including remediation wells, supply wells, injection wells, and ground source heat pump wells. The guidance document should describe the entire life cycle of a well from installation to operation, maintenance, and abandonment. Appropriate diagrams and other visual aids must be included. The agency expects that recipient of the award will use DDOE well regulations as the basis for developing the document while also considering: relevant US Environmental Protection Agency enabling law, regulations, guidance and policies; similar regulations and guidance from other states; public comments from the draft publication reviews; appropriate industry standards; scientific studies; and specific needs identified by WQD.

Project Outcomes:

1. The District will have a guidance document to support its well regulations;
2. The District will have a better understanding of guidance, regulations, etc. of other states and relevant entities; and

3. The District will have a better understanding of public issues related to the well regulations and guidance.

Project Outputs and Deliverables:

1. Quarterly status reports and technical meetings and/or conference calls with WQD staff to discuss working drafts and provide feedback;
2. One draft guidance document for DDOE to be published for public comment and approval;
3. One revised draft guidance document to be published for public comment and approval. The awarded organization will be expected to respond to public comments during both draft document steps; and
4. Upon DDOE's approval of the second revised draft final document, grantee will provide the final document in the form of five hardcopy originals and an electronic copy.

Criteria for Proposal Evaluation:

Each application which includes meets the requirements of Section IV. "Application and Submission Information", and the specific requests of this project, will be evaluated according to these scoring criteria.

1. Experience and knowledge in creating guidance documents (25 points);
2. Experience and knowledge in well installation, operation, maintenance and abandonment, well regulation, and relevant groundwater issues (25 points);
3. Applicant provides some non-federal match (5 points);
4. Project objectives met in work plan (25 points);
5. Budget is appropriate for the project (10 points); and
6. Justification for the funds requested is adequate and reasonable (10 points).

Applicant should refer to Section VI. "Application Review Information" for additional factors the review panel will take into consideration when reviewing proposals.

Project 2: Manual for Discharge of Treated Contaminated Groundwater into DC Municipal Separate Stormwater Sewer System (MS4), Streams, or Waters

Introduction:

The District Department of the Environment (DDOE) Water Quality Division (WQD) has seen an increase in treated contaminated groundwater discharge applications from industry. To convey certitude to applicants of DDOE's application process, permit approvals, and subsequent discharge monitoring practices, DDOE is seeking to come up with a "one stop shop." The effort will include a manual that outlines the application process, contains guidance on construction site evaluation, provides examples of treatment options for contaminated groundwater, and provides a clear statement on discharge monitoring requirements.

A comprehensive review of groundwater contamination assessment guidance for evaluating construction sites will be conducted as part of this work plan. From this review, the grantee will produce one manual with subsections to provide guidance for site evaluation, contaminated groundwater and stormwater treatment system options, standards for discharge monitoring procedures, and discharge permitting procedures to be implemented.

Approximate Available Funds:

Forty six thousand dollars (\$46,000) for one award, pending the availability of funds.

Project Period:

The project must be completed within one year of date awarded. There will be no extension or renewal.

Project Description:

DDOE is seeking proposals to produce a manual which provides guidance for site evaluation, contaminated groundwater and stormwater treatment system options, standards for discharge monitoring procedures, and discharge permitting procedures.

Required content for this manual will include:

1. **Procedures for identifying and evaluating construction sites with contaminated groundwater.** Grantee will conduct a comprehensive review of existing procedures for identifying and evaluating construction sites with contaminated groundwater; providing detailed comments on findings; use the results of this investigation to make recommendations regarding DDOE's procedures for identifying and evaluating construction sites with contaminated groundwater; and develop a written guidance and reports that summarize the identification and review process.

2. **Procedures for groundwater monitoring and reporting.** Grantee shall describe the dewatering process in detail, including site/groundwater characterization and how the specific contaminants implicated in the District should be monitored;
3. **A guide for contaminated groundwater treatment, including designs and specifications.** The dewatering of excavated areas on a construction site must include attention to both the removal of the collected water and the disposal thereof. A number of methods can be used to remove and treat contaminated groundwater from the construction site. The purpose of this guide is to develop a menu of methods which can be used to treat contaminated groundwater before discharging into stormwater sewers, streams or waters of the District of Columbia. Development of technical specifications and practices will be a key element;
4. **A guide for groundwater pollution prevention plan (GWPPP).**
This shall be developed to serve as an assistance tool for GWPPP preparation and review. The template should contain elements required by the Construction General Permit and/or Multi-Sector General Permit;
5. **A Certification Process Template for permitting treated contaminated groundwater discharge.** US EPA is the permitting authority in the District of Columbia. The District only certifies permits before they are issued by US EPA. The purpose of the certification process template is to ensure that construction-related dewatering activities are in compliance with the relevant sections of the Federal Clean Water Act and the District of Columbia Water Pollution Control Act.

Quality Assurance:

The quality of the grantee's work will be assessed by DDOE technical staff assigned to manage the project. The products will be evaluated at monthly intervals via conference calls, and must meet the requirements of this project description

Project Outputs and Deliverables:

1. An initial meeting to introduce DDOE technical staff and to review the work plan;
2. Monthly status reports showing accomplishments, and progress towards completion of the project deliverables;
3. Conference calls with DDOE technical staff, frequency to be determined;
4. Reports, draft manuals and guidance documents as described above; and
5. A final report to include camera ready manual and guidance documents.

Criteria for Proposal Evaluation:

Each application which includes meets the requirements of Section IV. “Application and Submission Information”, and the specific requests of this project, will be evaluated according to these scoring criteria.

1. Demonstrate the applicant’s knowledge of and experience in survey methodology and statistical analysis (35 points);
2. Are clearly and concisely written and which directly address RFA guidelines (20 points);
3. Present a clear and feasible plan for accomplishing goals (25 points);
4. Present an adequate and reasonable justification for the funds requested (10 points); and
5. Increase the total project budget (above the amount of grant award) by providing a non-federal match (10 points).

Applicant should refer to Section VI. “Application Review Information” for additional factors the review panel will take into consideration when reviewing proposals.

Project 3: Assessing how the Bag Law has Affected Disposable Bag Use in the District of Columbia

Introduction:

The District Department of the Environment (DDOE), Stormwater Management Division (SMD) seeks to reduce non-point source pollution to District of Columbia (District) waters and the Chesapeake Bay through a variety of regulatory and non-regulatory activities. One regulatory activity is the District's Anacostia River Clean Up and Protection Act (Bag Law). This law, the first law of its kind in the nation, requires all District businesses selling food or alcohol to charge five (5) cents for each disposable paper or plastic carryout bag. The law took effect on January 1, 2010.

Largely as a response to a [trash study](#) that took place in the Anacostia River in 2008, the main purpose of the Bag Law is to spur a change in behavior from single-use paper and plastic bags to reusable bags.

In July 2010, DDOE funded a survey of District businesses and residents on trash-related issues. One aspect of that survey gauged the early success of the Bag Law by asking questions related to bag use. Findings show that in the first six months of the fee requirement, 75% of the 600 residents surveyed reduced their disposable bag use. On the business side, a majority of the businesses said they had reduced bag use by at least 50%. These data, in addition to an abundance of anecdotal evidence indicates that the Bag Law is effectively changing behavior.

Approximate Available Funds:

Sixty thousand dollars (\$60,000) for the initial award, depending on the availability of funds. The grant may be renewed at an approximate amount up to or greater than the original award amount, based on the availability of funds, the grantee's performance, the grantee's capacity to maintain or increase the scope of work, and the District's need for the scope of work to be maintained or increased.

Project Period:

One (1) year with the possibility to extend or renew the grant for two (2) additional years depending on the availability of funds, grantee performance, the scope of work and the District's need.

Project Description:

DDOE is seeking proposals to conduct a comprehensive study of bag use and behavior change in the District related to the introduction to the 5 cent bag fee. This study will expand on the earlier survey mentioned above.

The purpose of this study is to provide DDOE with statistically significant details on actual bag consumption rates in the District of Columbia since the five (5) cent fee requirement took effect on January 1, 2010.

Proposals shall detail how the applicant will develop a strategy for determining bag use changes in the District, using reliable and/or proven (ideally quantifiable) methods that will allow the District to make and track the success of the law. For example, the study must attempt to establish a District-specific baseline of bag use rates before the fee took effect and seek to track use rates over time. Additionally, public perceptions must be studied, including changes in perception in comparison to the 2010 survey.

Methods for completing this study include, but are not limited to, the following:

1. Survey of a statistically significant pool of various types of businesses affected by the law to determine actual bag consumption over a five-year period, including the years 2007, 2008, 2009, 2010 and 2011. This survey should also distinguish between type of business (i.e. grocery store, liquor store, etc.) and the size of the business (i.e. small businesses, corporate chains, etc.);
2. Survey of resident consumers to determine behavior and perception change from January 2010 to the present. The survey should include a cross-section of residents from all of the District's eight wards and include a breakdown of percentages of respondents by ward;
3. Survey of paper and plastic bag manufacturers and distributors in the region to determine how the fee has affected distribution; and
4. Survey of businesses to determine impact on bag use and effects on business. This survey should distinguish between type of business (i.e. grocery store, liquor store, etc.) and the size of the business (i.e. small business, corporate chains, etc.).

Applicants are encouraged to review DDOE's [Skip the Bag, Save the River](http://green.dc.gov/publication/anacostia-river-trash-reduction-plan) website and the *Anacostia Watershed Trash Reduction Plan* available at <http://green.dc.gov/publication/anacostia-river-trash-reduction-plan>.

Project Outcomes:

1. Statistically significant and comprehensive data on bag use rates caused by the Bag Law; and
2. Recommendations for innovative/effective strategies for continuing to track bag consumption rates.

Project Outputs and Deliverables:

1. Quarterly meetings with the Stormwater Management Division to discuss progress on the project;

2. Quarterly status reports;
3. A final report detailing methodology and findings of the study; and
4. A final presentation of findings to DDOE staff and other interested parties within District Government.

Criteria for Proposal Evaluation:

Each application which includes meets the requirements of Section IV. “Application and Submission Information”, and the specific requests of this project, will be evaluated according to these scoring criteria.

1. Demonstrate the applicant’s knowledge of and experience in statistical survey and analysis research (35 points);
2. Are clearly and concisely written and directly address RFA guidelines (20 points);
3. Present a clear and feasible plan for accomplishing goals (25 points);
4. Present an adequate and reasonable justification for the funds requested (10 points); and
5. Increase the total project budget above the amount of grant award by providing a non-federal match (10 points).

Applicant should refer to Section VI. “Application Review Information” for additional factors the review panel will take into consideration when reviewing proposals.

Project 4: Demonstration of Trash Reduction Technologies in the Anacostia River Watershed

Introduction:

The District Department of the Environment (DDOE), Stormwater Management Division (SMD) works to control, prevent and remediate polluted runoff from the District of Columbia's (District) Municipal Separate Storm Sewer System (MS4) to District waters and the Chesapeake Bay. Recently DDOE drafted a plan to make the Anacostia River fishable and swimmable by the year 2032. One of the first steps in this plan is reduce visible trash in the River.

The Anacostia River Clean Up and Protection Act of 2009 (Bag Law), was enacted to curb the use of non-reusable plastic and paper bags in the District. District businesses that sell food or alcohol are required to charge a five (5) cent fee to customers for each non-reusable bag sold. The Office of Tax and Revenue collects this fee and deposits it in the Anacostia River Clean Up and Protection Fund. DDOE administers the fund for the purposes of restoring and protecting the Anacostia River and other impaired waterways. Funding for this project comes from this source.

The United States Environmental Protection Agency (USEPA) requires that the District develop and implement a plan to prevent trash from entering the Anacostia River. This is detailed in the Anacostia River Trash Total Maximum Daily Load (TMDL). Many of the activities that will be implemented under the Bag Law will also assist the District in complying with this regulatory requirement.

DDOE is seeking applications from organizations for a project that will demonstrate trash reduction technologies by installing a trash capture device, on an outfall to the Anacostia River or one of its tributaries. These demonstration projects will assist the District in meeting the obligations of the Anacostia watershed trash TMDL.

Approximate Available Funds:

Fifty thousand dollars (\$50,000) for one award, pending the availability of funds. The grant may be renewed at an approximate amount up to or greater than the original award amount, based on the availability of funds, the grantee's performance, the grantee's capacity to maintain or increase the scope of work, and the District's need for the scope of work to be maintained or increased.

Project Period:

Two (2) years with the possibility to renew for two (2) additional years, for a total of four (4) years, depending on the availability of funds, grantee performance, the scope of work and the District's need.

Project Description:

DDOE is seeking proposals to install and maintain a trash capture device at one outfall along the Anacostia River or one of its tributaries. The application must outline a maintenance plan for regular cleaning of the trash capture device and proper disposal of the accumulated trash and debris. In addition, the applicant should be prepared to sort the trash by type and to quantify the weight and volume of each type of trash collected during maintenance events. The application should also identify possible locations for the trash capture device to be installed.

DDOE is interested in the demonstration of innovative trash capture devices that can operate at a stormwater outfall. The trash trap should be made of durable materials that can withstand flashy, intense flows associated with urban stormwater. The applicant should research appropriate technologies and recommend the type of technology they determine to be a best fit for the project.

An additional goal of this project is to quantify each type of trash captured at the site. Specifically the successful applicant must separate the collected trash into three categories (bottles, expanded polystyrene, and all other trash), and measure those parts by weight and volume. If applicable, DDOE wishes to obtain data that quantify the trash load entering the District from upstream sources in Maryland. The proposal should include a draft monitoring schedule and Quality Assurance Project Plan (QAPP) for this work.

Suggested project locations must be in the District portion of the Anacostia watershed. The applicant organization must demonstrate that it has communicated to the property owner and to DC Water, the local utility, the intention to pursue funding for the purchase, installation and maintenance of this trash capture device. A complete application will include a letter of support from the property owner granting permission to access the property on which the outfall lies should the organization secure the award. DDOE staff will work with the successful applicant to choose and finalize the installation location.

Project Outcomes:

1. The District will have a better understanding of the efficacy and practicality of trash capture devices placed at a stormwater outfalls;
2. Residents of the District will have a better understanding of the impacts of trash on the Anacostia River and the efforts being undertaken by the District to address trash in the Anacostia River; and
3. The District will reduce the load of trash entering the Anacostia River.

Project Outputs & Deliverables:

1. One (1) stormwater outfall trash capture device installed and maintained for the duration of the grant;
2. Quarterly meetings with the DDOE Stormwater Management Division to discuss progress on the project and overcome roadblocks;
3. Quarterly status reports showing accomplishments, challenges, progress to date, and detailing the completion of project objectives; and
4. A final report, including a summary and analysis of trash collection data.

Criteria for Proposal Evaluation:

Each application which includes meets the requirements of Section IV. “Application and Submission Information”, and the specific requests of this project, will be evaluated according to these scoring criteria.

1. Proves knowledge of and experience in the use of trash reduction technologies (25 points);
2. Demonstrates staff and capacity to install and maintain the proposed trash reduction technologies (25 points);
3. Presents a budget that maximizes the ratio of money spent on projects installation and maintenance to overhead (20 points);
4. Offers a clear and feasible plan for accomplishing goals (20 points); and
5. Presents an adequate and reasonable justification for the funds requested (10 points).

Applicant should refer to Section VI. “Application Review Information” for additional factors the review panel will take into consideration when reviewing proposals.

Project 5: Assessment of Green Jobs Related to the District's Stormwater Retention Practices

Introduction:

The District Department of the Environment's (DDOE) Stormwater Management Division works to control, prevent and remediate polluted stormwater runoff to the waters of the District of Columbia's (District) and the Chesapeake Bay. Recently, the District was issued a Municipal Separate Storm Sewer System (MS4) permit from the U.S. Environmental Protection Agency, which stipulates a much more aggressive set of stormwater management requirements than previous permits. These new standards are precedent-setting for the nation and will require a high degree of creativity and investment to meet these standards.

A suite of solutions to managing stormwater runoff to the new MS4 Permit standards is developing, and includes low impact development (LID) techniques, such as the installation of rain gardens, bioretention solutions, stormwater planters, porous concrete and pavers, green roofs, and new techniques for urban tree planting. DDOE hypothesizes that LID techniques may capture as much as 90% of stormwater runoff on some sites, which would significantly reduce the environmental impact from urban stormwater runoff, and would create new jobs related to the design, installation, operations and maintenance of LID features.

DDOE seeks to understand specific business and job development opportunities related to LID design, installation, and maintenance as well as assess the net change in jobs from the current regulatory standards.

Approximate Available Funds:

Up to fifty thousand dollars (\$50,000) is budgeted for one award, pending the availability of funds. The grant may be renewed at an approximate amount up to or greater than the original award amount, based on the availability of funds, the grantee's performance, the grantee's capacity to maintain or increase the scope of work, and the District's need for the scope of work to be maintained or increased.

Project Period:

The project period shall be six (6) months, with the possibility of extending for up to an additional six (6) months if the project requires it, but no longer than a total of one (1) year. The applicant shall develop and propose a work plan for the project in its application.

Project Description:

DDOE seeks proposals from economic analyses organizations (includes universities), business and job development strategists, not-for-profit organizations, or other entities with the appropriate analytical skill set to assess and evaluate job opportunities related to stormwater retention practices. The goal of the project is to identify real opportunities for job creation for residents in the District. The scope of activities is as follows:

1. Forecast types and scale of LID that will be installed within the District under the new regulatory standards based on development projections and a cost/benefit/constraint analysis of LID options. Forecast shall be based on historic development activity in the District and existing cost/benefit analysis of LID options that has been developed by DDOE;
2. Evaluate life cycle job opportunities associated with individual LID options (e.g. bioretention solutions, porous concrete and pavers, green roofs, and new techniques for urban tree planting);
3. Forecast the types, number and longevity of jobs that will be created to support the design, installation and maintenance of LID practices over the next 10 years; and
4. Research and identify appropriate green job creation metrics relating to LID practices (i.e. FTE, hours worked, dollars contracted, etc.).

Project Deliverables:

1. Interim deliverable: Initial evaluations and analyses, in both hard and electronic copies, as required in this notice's preceding "Project Description" section; and
2. Final report in both hard and electronic copies consolidating the analyses completed and summarizing the results of the project.

Criteria for Proposal Evaluation:

Each application which includes meets the requirements of Section IV. "Application and Submission Information", and the specific requests of this project, will be evaluated according to these scoring criteria.

1. Demonstrated experience in labor analyses, with emphasis on construction, landscaping, and/or environmental management fields (35 points);
2. Proposed a clear and feasible plan for accomplishing goals (35 points);
3. Proposed an adequate and reasonable justification for the funds requested (20 points);
4. Strength of references (10 points).

Applicant should refer to Section VI. "Application Review Information" for additional factors the review panel will take into consideration when reviewing proposals.

Project 6: Environmental Ambassadors

Introduction:

The District Department of Environment (DDOE), Stormwater Management Division (SMD), works to coordinate the District's efforts and projects related to the implementation of the District's NPDES Permit for our Municipal Separate Storm Sewer System (MS4). As part of the 2011 MS4 Permit, the District agreed to implement a series of control measures that would enhance the quality of receiving waters located in the District. Some of these commitments focus on efforts to reduce trash entering the District's waters. According to DDOE studies, up to 85% of the trash in the Anacostia is made up of plastic bags, expanded polystyrene foam, snack wrappers, bottles and cans. One of the main sources of trash in the Anacostia and other District waterways is littering. Litter which is dropped in the District's streets eventually makes it into the District's sewer system, which conveys refuse to local rivers and streams.

The District of Columbia is a partner in the Trash Free Potomac Watershed Treaty. The goal of the treaty is a trash free watershed by 2013. The Anacostia River, an urban tributary to the Potomac River, has a severe problem with trash. This resulted in the District of Columbia and the State of Maryland collaborating on the development of a total maximum daily load (TMDL) for trash for the Anacostia River and its watershed. Both jurisdictions have agreed to use the Anacostia as a model of how to reduce trash in a river and move toward a trash free Potomac watershed.

The objective of this project is to create a group of children and youth to serve as role models for third (3rd) to eighth (8th) graders (target population). The Environmental Ambassadors shall function as 'opinion leaders' – respected and admired by other members of the community. These opinion leaders espouse a certain lifestyle - such as respecting the environment by recycling, or properly disposing of trash – and their peers wish to emulate them. Projects that provide a repeated connection between the Environmental Ambassadors and the target population will be given more preference than other projects. However, all project submissions are encouraged and will be considered.

Approximate Available Funds:

Forty thousand dollars (\$40,000) for the initial award, depending on the availability of funds.

Project Period:

One (1) year, with the possibility to extend or renew the grant for two (2) additional years, depending on the availability of funds, grantee performance, the scope of work and the District's need.

Project Description:

DDOE is seeking proposals for implementation of environmental education and outreach efforts to District children and youth in third (3rd) to eighth (8th) grades. Curriculum must include the connections between “trashing” behaviors and environmental degradation and the link between the health of our watersheds and the health of human communities. Proposals must:

1. Demonstrate the organization’s experience in training children and youth to lead;
2. Show the organization’s knowledge of the causes of environmental degradation in District watersheds, and what actions the District’s citizens can take to cause improvement.
3. Describe of the methods used to select and train the Environmental Ambassadors;
4. Explain why the Environmental Ambassadors will be good role models and how they will appeal to the target population;
5. Include details of existing relationships the applying organization has with schools or other venues from which they will gather education recipients; and
6. Provide a description of the tools that will be developed to educate and engage the target population or, for an existing tool, provide an example as an attachment to the application;
7. Propose a schedule of environmental education and outreach events, along with a prediction of the approximate number of District children and youth who could be served by this work; and
8. Include a plan to use elements of popular media and/or social marketing to implement an approach.

Project Outcomes:

1. District students will have a greater awareness of watershed pollution issues and remedies;
2. District students will develop admiration for environmental stewards; and
3. Reduced loads of trash entering District waters.

Outputs and Deliverables:

1. Quarterly status reports including examples of education and outreach materials developed;
2. Photo documentation of all outreach and education events; and
3. A final report.

Criteria for Proposal Evaluation:

Each application which includes meets the requirements of Section IV. “Application and Submission Information”, and the specific requests of this project, will be evaluated according to these scoring criteria.

1. Demonstrate the applicant’s knowledge of and experience in conducting education and outreach campaigns (25 points);
2. Demonstrate the applicant’s knowledge of relationship between personal behavior and education to local environmental issues (25 points);
3. Are clearly and concisely written and which directly address RFA guidelines (10 points);
4. Present a clear and feasible plan for accomplishing goals (15 points);
5. Present an adequate and reasonable justification for the funds requested (15 points); and
6. Increase the total project budget (above the amount of grant award) by providing a non-federal match (10 points).

Applicant should refer to Section VI. “Application Review Information” for additional factors the review panel will take into consideration when reviewing proposals.

Project 7: Meaningful Watershed Education Experiences in the Watts Branch Watershed in the District of Columbia

Introduction:

The District Department of the Environment (DDOE), Watershed Protection Division (WPD) has the responsibility to provide a “meaningful stream or Chesapeake Bay experience” for every student in the District of Columbia. See the *Chesapeake Bay Agreement 2000* at <http://www.chesapeakebay.net/agreement.htm> for the definition of a “meaningful watershed educational experience”.

The objective of this project is to provide an outdoor, hands-on experience that connects students to their local watershed and to the Chesapeake Bay, helps create an ethic of responsible citizenship, and meets the DC education standards. However, all project submissions are encouraged and will be seriously considered.

Approximate Available Funds:

Up to seventy thousand dollars (\$70,000) for one award. Grant renewal funding will rely on the availability of funds, the grantee’s performance, and the scope of work.

Project Period:

Two (2) years, renewable for two (2) additional years, for a total of four (4) years, depending on the availability of funds, grantee performance, the scope of work and the District’s need.

Project Description:

The District Department of the Environment (DDOE) has completed a 1.7 mile stream restoration project in Watts Branch, a tributary to the Anacostia River located in Ward 7 of Washington, DC. DDOE recognizes that environmental education is an integral component of stream restoration efforts, and envisions Watts Branch as an important resource for neighboring schools, serving as a natural area for scientific observations, scientific research, and service-learning.

We are looking to fund a project that will use Watts Branch to provide a “meaningful watershed educational experience” for students within walking distance of the stream. The project can take place during school time or as afterschool enrichment. Following the Chesapeake Bay Agreement’s definition for a meaningful stream or Chesapeake Bay experience, this project must, in addition to teaching students about their watersheds and the Chesapeake Bay, include the following components:

1. Experiences that are investigative or project oriented where questions, problems, and issues are investigated by the collection and analysis of data, both quantitative and qualitative. Project-orientated experiences include restoration, monitoring, and natural resource protection. The use of technology is also encouraged;
2. Each project should be designed with a preparation phase, an outdoor action phase, and a reflection, analysis, and reporting phase; and
3. The experiences should be an integral and ongoing part of the instructional program, not enrichment or ancillary. The experiences should be integrated into the curriculum, occur over a period of time, and be aligned with the District's standards of teaching and learning.

Specifically, the project must include the following components:

1. Curriculum resources that support hands-on learning at Watts Branch that can be adapted to future DDOE stream restoration sites;
2. Field experiences at Watts Branch no fewer than five times during the school year;
3. Involvement of students in designing and developing interpretive signage to create a Watts Branch Interpretive Trail; and
4. A closing event where students from participating schools come together to present their projects.

Outcomes:

1. DC students will increase their awareness, exploration, and stewardship of Watts Branch;
2. DC students will have a hands-on water or water-related experience connecting them to the Bay;
3. DC students will be knowledgeable about some of the issues of the local rivers and the Chesapeake Bay; and
4. Students will have completed an outdoor environmental stewardship project or a field study related to Watts Branch.

Outputs and Deliverables:

1. Provision of an outdoor forestry, water, trash, etc. experience for students linking them to Watts Branch, the Anacostia or Potomac Rivers and the Chesapeake Bay;
2. Documentation of each experience on a form provided by WPD;
3. Curriculum resources that support hands-on learning at Watts Branch that can be adapted to future DDOE stream restoration sites;
4. Interpretive signage for the Watts Branch restoration area and adjoining parklands through youth initiative and input, to reflect community interests, local history and ecology, and environmental stewardship;
5. A closing event where students from participating schools come together to present their projects;
6. Quarterly status reports showing accomplishments, progress to date, and detailing the completion of project objectives; and
7. A final report including pictures of the project.

Criteria for Proposal Evaluation:

Each application which includes meets the requirements of Section IV. “Application and Submission Information”, and the specific requests of this project, will be evaluated according to these scoring criteria.

1. Offers hands-on experiences and gets students outdoors to Watts Branch (10 points);
2. Maximizes the number of students served, along with amount of time students will be involved in the program (15 points);
3. Meets the educational criteria for a meaningful Chesapeake Bay experience (30 points);
4. Shows school support of implementing environmental literacy activities (15 points);
5. Includes schools within walking distance of Watts Branch (10 points);
6. Provides a stewardship/implementation component (10 points);
7. Presents an adequate and reasonable justification for the funds requested (10 points).

Applicant should refer to Section VI. “Application Review Information” for additional factors the review panel will take into consideration when reviewing proposals.

Project 8: District-wide Innovative Low Impact Development (LID)-Green Infrastructure (GI) Technologies Feasibility & Demonstration Program (FY12)

Introduction:

The District Department of the Environment (DDOE), Watershed Protection Division (WPD), encourages the installation of innovative stormwater control retrofits within the District of Columbia (District). The purpose of this program is to provide funding for cost share opportunities to install these retrofits, which are also known as Low Impact Development (LID) or green infrastructure (GI).

Many unintended consequences have resulted from the ever-increasing amount of impervious surfaces that have displaced balanced natural systems as the District has grown. The intention of LID-GI is to retain the first flush of stormwater from these impervious surfaces, decrease total runoff, and filter stormwater in order to reduce the load of nonpoint source pollution entering District waterways. The District is using these terms LID and GI to describe the design, engineering, and construction of built environments that incorporate vegetated systems or technologies that make the constructed world respond to rain events more as the natural world does.

LID-GI includes a growing collection of technologies and approaches that manage stormwater runoff from impervious surfaces, like parking lots, rooftops, pathways, sidewalks, driveways, alleys, roads, etc. LID-GI could involve the installation of green roofs, curbside bioretention or rain gardens, permeable paving, and rainwater harvesting and reuse systems. Specific examples include directing street runoff to street tree boxes or roof runoff to storage tanks that will eventually provide a building with some or all of its non-potable water needs.

LID-GI treats or retains stormwater at the lot level (where the rain falls), often making use of existing landscaped features. LID-GI technologies provide extra benefits for the landowner and the local environment, including increased aesthetic appeal and habitat creation, air pollution abatement, urban heat-island effect mitigation, reduced building heating and cooling costs, and reduced potable water demands.

Approximate Available Funds:

Five hundred thousand dollars (\$500,000), pending the availability of funds. Projects between twenty thousand dollars (\$20,000) and two hundred thousand dollars (\$200,000) may be awarded based upon the project need and quality of the application. Funding is available until funds are exhausted. Matching funds are encouraged but not required.

Project Period:

Up to three (3) years, but not to exceed three (3) years. The grantee should indicate the approximate amount of time needed to complete the project. There is no opportunity to renew.

Project Description:

Funding is available for the design, permitting, and construction of projects demonstrating LID-GI stormwater control technologies. Primary goals of this demonstration grant program include:

1. Control stormwater runoff by connecting impervious surfaces with on-site water demands such as irrigation, infiltration, or non-potable building needs;
2. Site installations within the District's most impaired/highest priority watersheds (links provided in Project Eligibility section below);
3. Achieve the greatest nonpoint source pollution control for the dollars requested (cost/benefit); and
4. Expand upon the current knowledge/understanding of stormwater treatment/capture/reuse strategies by providing design and construction information that will add to the District's database on concept designs, construction contracts, and schedules for LID-GI.

Project Eligibility:

All projects must demonstrate stormwater runoff reduction and/or show how increases in water quality through reduced pollutant loads will be achieved. Funds are not restricted by the type of construction and may be used for new construction or redevelopment, or for the retrofit of existing properties/structures. Funds are not restricted by the type of property owner and may be used on private and public properties; however, the property must be located within the District.

Funding may be used for all activities required to design, permit, install, and construct the demonstration of LID-GI stormwater control technologies. Public education in LID-GI installations is required, while artistic expression is encouraged.

Specifically, proposals will be accepted for projects on properties fitting into the following two categories:

1. Retrofitting with LID-GI practices existing properties that do not currently have appropriate stormwater controls in place; and
2. Adding LID-GI practices for stormwater retention capacity to new construction or redevelopment projects that exceed the MS4 permit requirement of 1.2" of on-site retention. These funds cannot be used to meet minimum regulated stormwater requirements for new construction or redevelopment projects.

Project Ineligibility:

These grant funds **cannot** be used to meet minimum regulatory stormwater requirements for new construction or redevelopment projects.

Proposals will not be considered that do not specify a project location, including either a property address or boundaries in the case of linear public rights-of-way.

These funds are primarily for implementation. Proposals will not be considered that do not specifically define the LID-GI practices to be implemented.

Proposals will not be considered for projects on single family dwellings to install rain barrels, permeable paving, rain gardens, native perennial planting (Bayscaping) and shade tree planting. Assistance for such projects, if any, comes from the District's RiverSmart Homes funding opportunity. Information about RiverSmart Homes is available at <http://ddoe.dc.gov/service/riversmart-homes-overview>.

Proposals will not be considered for projects on primary and secondary schools. This includes public, charter and private schools. Assistance for such projects, if any, comes from the District's RiverSmart Schools funding opportunity. Information about RiverSmart Schools is available at <http://green.dc.gov/service/riversmart-schools>

Green roof proposals will only be considered for this funding if they advance some larger question about the technology, such as how to integrate green roofs into a zero discharge reuse system, or rooftop agriculture, or some other innovation that may make the technology more affordable or lighter weight. Assistance for green roof installation proposals that do not fit this description, can be applied for through the District's RiverSmart Rooftop rebate opportunity. Information about this rebate is available at <http://green.dc.gov/greenroofs>

Proposals that do not provide enough evidence that the project will be completed within the maximum time frame of the grant will not be considered for these funds. Examples of circumstances with potential to lengthen the timeline for project completion include:

1. Whether the property borders National Park Service land;
2. Whether the project would be complicated by extreme traffic challenges or security challenges;
3. If there might be difficulty in getting permissions from neighbors;
4. If the project requires a permit or permits that would take a long time to acquire, or would add a significant cost; and
5. Conflicts with existing utilities.

Project Location in the Public Right-of-Way:

Proposals targeting the public right-of-way must put serious consideration into the District Department of Transportation (DDOT) permitting review and approval timelines (public right-of-way includes DDOT-controlled streets, highways, sidewalks, traffic islands, and alleys):

1. Stormwater treated in the public right-of-way must come from the public right-of-way;
2. Early coordination for concept, site location, and design with DDOT is required. Please contact the Project Management Support Division at DDOT Infrastructure Project Management Administration (IPMA) at 202-671-2800;
3. DDOT may require additional components to the project, like quantification of pollution reduction; and
4. The applicant or other appropriate team member must be prepared to accept primary responsibility for maintenance of the proposed device(s). Maintenance arrangements will need to satisfy DDOT.

Application Guidelines:

These grant funds can be awarded **only** to nonprofit organizations and educational institutions.

- a. We encourage eligible applicants, as defined above, to partner with private property owners, with design and engineering firms, and/or with each other to submit team proposals. District agencies will not be considered for this particular grant program;
- b. A unique application is required for each proposed LID-GI device, unless it is part of a treatment train (multiple systems in parallel or series); and
- c. Applicants may submit multiple proposals.

Application Format:

All proposals should follow general instructions in this RFA, plus:

1. List of project participants, statements of interest and qualifications:
 - a. Applicant: An explanation of the applicant's role in the project should include:
 - Proposed management plan;
 - Identification of key personnel;
 - Professional qualifications, specialized experience, technical competence;
 - Past performance on related projects;

- Experience in obtaining plan review permits (especially District-based experience); and
 - Identification of the person with the authority to accept the grant if the proposal is awarded, including title and contact information.
- b. Property Owner: A letter of endorsement from the property owner.
- c. Partners: Identification of any project partners and their letters of support. This is in addition to the property owner and the applicant, and may include community members, manufacturers, and suppliers, as well as design/architecture/engineering firms or any other interested party. If a partner has a specific expertise or unique perspective to bring to the proposed project, please include a statement of interest, history of past projects, resumes and/or references as appropriate.

2. Location: An explanation should include:

- a. Why a particular location, specific placement on that property, and the particular LID-GI type(s) has been chosen;
- b. An aerial map, site photographs and any other supporting documentation to help reviewers understand the site; and
- c. If the proposed project is selected from the District's Watershed Implementation Plans (WIP), please state the WIP and the Project Identification number.

While award preference will be given to proposals selecting projects from the District's WIPs, a little elaboration on this is required. The WIPs are inventories of specific LID-GI projects, organized by sub watersheds, which have been identified based on visual inspection. These projects do signify high potential for nonpoint source control; however, the listing does not indicate that an in-depth, ground-truthing was performed or that the landowner is completely supportive of the project. The same consideration for viability must be given to WIP projects as would be given to any other site. DDOE sees these projects as a good starting point but recognizes that additional high quality projects may exist in these watersheds.

A catalog of the Rock Creek and Oxon Run projects, referenced above, can be found on the DDOE webpage, <http://ddoe.dc.gov/watershed>. Targeted sub watersheds in Rock Creek are Fenwick Branch, Dumbarton Oaks and Klinge Valley Stream and will be given priority in selection. Anacostia Watershed projects can be found at the following web link, http://www.anacostia.net/Restoration_Plan/action_plans.html. Anacostia project inventories can be found under each sub watershed action plan. Targeted sub watersheds in the Anacostia watershed are Watts Branch, Fort

Dupont, Pope Branch, Hickey Run and the Tidal River.

3. Concept Plan-Project Description: Describe what LID-GI stormwater control technology or set of technologies will be implemented. This description should identify:
 - a. The impervious surface area that will be controlled;
 - b. The amount of stormwater that will be retained and/or treated. DDOE prefers projects with plans to retain and treat a large volume of stormwater relative to the overall cost of the installation.
 - c. The site's ability to use the water for irrigation, infiltration, or other non-potable building needs;
 - d. Actual budgets with documentation and details of the expected design and construction costs for the chosen LID-GI;
 - e. Project stewards for the site's immediate and long term maintenance and a description of those maintenance plans; and
 - f. Unique or innovative design opportunities within the project.
4. Education-Outreach Plan: Include a short narrative of opportunities to make use of site's LID-GI technologies to highlight stormwater retention, pollution prevention, LID-GI performance and the connection to District water bodies. The narrative should identify a primary target audience, like school or community groups, property owners/managers, developers, civil engineers, planners, architects, landscape architects, and landscaping companies. The proposal should address outreach strategies like stakeholder tours, public forums, letters to the media, letters to the community, and web page information.
5. Signage: All completed projects must include permanent signage to be placed in a highly visible area near the finished project explaining what the device does, its benefits, and funding sources for the project, including DDOE. Final language on all signage is subject to approval by DDOE.
6. Maintenance Agreement: The proposal must include provisions for property owners to sign a legally binding maintenance covenant for the installed device. An installed device will be subject to periodic inspection by DDOE.

In this agreement the grantee must agree to indemnify and hold harmless the District of Columbia and all of its officers, agents and servants against any and all claims of liability or lawsuits arising from or based on, or as a consequence of or result of, any act, omission or default of the grantee, its employees or its subcontractors, in the performance of the grant.

Project Outputs and Deliverables:

1. Installation of LID-GI Stormwater Management Practice(s);
2. Scanned final version civil engineering plans (electronic PDF and CAD) with permit stamps, and any reports generated by the engineers;
3. Public Right-of-way (PROW) projects may require additional deliverables, as agreed upon by grantee and DDOT during the application process;
4. Number of individuals reached through education and outreach;
5. Project signage;
6. Written agreement establishing the long-term maintenance plan;
7. Project budget detailing construction costs and projected operation and maintenance costs;
8. Project contracts including scope of work for construction as well as long-term maintenance contracts, if they exist;
9. Quarterly status reports showing accomplishments and progress to date, and detailing the completion of project objectives; and
10. A final report.

Criteria for Proposal Evaluation:

Each application which includes meets the requirements of Section IV. “Application and Submission Information”, and the specific requests of this project, will be evaluated according to these scoring criteria.

1. Project Participants (25 points):
 - Present a unique team with compelling commitments;
 - Are qualified to manage the proposed project;
 - Have experience on similar projects; and
 - Have experience with District permit plan review and/or District agency permit processes.

2. Location (10 points):

- Highly visible site or a site that presents unique opportunities for innovation, education, or significant water quality benefits; and
- Project overlaps with sites identified in the District's WIPs.

3. Concept Plan (25 points):

- Is written in a concise, understandable manner;
- Appears feasible including secured buy-in from all relevant stakeholders;
- Will provide a deliverable transferable to other District sites;
- Indicates a high level of innovation;
- Treats or retains at least 1.2" of stormwater;
- Addresses immediate and long-term maintenance plans; and
- Presents an adequate and reasonable justification for the funds requested.

4. Education-Outreach Plan (10 points):

- Outlines outreach strategies that are feasible;
- Identifies a target audience that is compelling; and
- Employs innovation in outreach tactics; and

5. Cost Effectiveness/Environmental Benefit. A significant factor in determining this will be the cost-share provided by applicant (25 points).

6. Justification for the funds requested is adequate and reasonable (5 points).

Applicant should refer to Section VI. "Application Review Information" for additional factors the review panel will take into consideration when reviewing proposals.

Project 9: Pope Branch Restoration Monitoring

Introduction:

The District Department of the Environment (DDOE) Watershed Protection Division (WPD) is implementing a stream restoration project on the Pope Branch tributary of the Anacostia River in coordination with the DC Department of Parks and Recreation and DC Water. The project will restore 0.9 miles of urban stream by reducing erosive forces and creating conditions conducive to restoring aquatic and wildlife habitat. The project will be implemented in concert with sewer line repairs paid for by DC Water.

It is anticipated that construction of the stream project will begin in November of 2012 and will last for nine (9) months. DDOE is requesting proposals to conduct one (1) year of preconstruction monitoring (PRE) and three (3) years of post-construction monitoring (POST) of Pope Branch stream monitoring to determine the impact of the stream restoration project. DDOE will work with the applicant to identify the proper protocol and monitoring locations; however, the type of information needed is listed below.

Approximate Available Funds:

Up to one hundred and thirty thousand dollars (\$130,000) for one award, pending the availability of funds.

Project Period:

Four (4) years. There is no option to renew or extend the project period beyond the fourth year of the agreement.

Project Description:

Funding is available for conducting macroinvertebrate monitoring, characterization of the stream hydrology, in-situ measurements indicating the presence of sewage leaks, and obtaining and analyzing water quality samples in Pope Branch stream in North East (NE) DC. The successful applicant must be able to begin their monitoring no later than May of 2012 and is expected to continue for at least four (4) years. For macroinvertebrate characterization, it is expected that the applicant will follow a semiannual monitoring interval, which includes a spring and summer/fall sampling. The applicant should include a draft quality assurance project plan with this application.

The following monitoring elements are being requested by DDOE:

1. Characterize hydrograph of Pope PRE- and POST-construction with weir at Minnesota Ave culvert with continuously recording pressure transducer. Installation of a rain gauge to assess localized rainfall will be necessary if a trusted rain gauge is not located within ½ mile of the stream;

2. Characterize the macroinvertebrate community (and habitat quality) at three representative locations (i.e., in each section of the stream – below Minnesota Avenue, between Minnesota Avenue and Branch Avenue, and above Branch Avenue). Evaluate macroinvertebrate community at least twice per year during each year of grant;
3. Take any in-situ measurements of water quality that could point to the presence of any sanitary leaks. These measurements should be taken at least 4 times per year for the duration of the grant award;
4. Characterize nutrient processing and sediment loads in stream through collection of stormwater samples. In order to adequately do this, capturing a minimum of 7 storm events PRE and 16 POST would be required. Capturing a range of storms should be a goal;
5. Take 5 PRE and 8 POST base-flow samples (at different times of the year) to assess bacteria loading in the stream that might point to sanitary sewer leaks;
6. Perform stream habitat assessment at the macroinvertebrate sites (PRE and POST); and
7. Provide a final report describing the findings.

Project Outcomes:

1. A comprehensive understanding of impact of the impact of the Pope Branch stream restoration project;
2. An increased understanding of how stream restoration impacts biotic stream health as well as stream hydrology; and
3. An understanding of the water quality benefits due to both the stream restoration project and the sewer line repair.

Note:

1. The proposal should include a draft monitoring schedule. The final schedule is dependent upon the completion of the stream project;
2. The grantee must create and make available a QAPP prior to signing of the grant agreement; and
3. The grantee must obtain a scientific research permit from DDOE/Fisheries and Wildlife Division prior to collecting any samples.

Project Outputs and Deliverables:

1. Four (4) years of monitoring, including the above mentioned elements;
2. Monitoring QAPP;
3. Brief quarterly status reports listing progress to date; and
4. A final report.

Criteria for Proposal Evaluation:

Each application which includes meets the requirements of Section IV. “Application and Submission Information”, and the specific requests of this project, will be evaluated according to these scoring criteria.

1. The proposal is concise and clearly written (15 points);
2. Technical competence is demonstrated (30 points);
3. Holds a successful track record in conducting stream monitoring of the type described above (35 points);
4. Applicant and/or property owner provides some kind of non-federal match (10 points);
5. Justification for the funds requested is adequate and reasonable (10 points).

Applicant should refer to Section VI. “Application Review Information” for additional factors the review panel will take into consideration when reviewing proposals.

XII. APPENDICES

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Appendix 1 - NOTICE OF FUNDING AVAILABILITY

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**Appendix 2 -CERTIFICATIONS AND ASSURANCES MADE TO THE DISTRICT OF
COLUMBIA DEPARTMENT OF THE ENVIRONMENT AND TO THE UNITED
STATES DEPARTMENT OF JUSTICE**

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